



**City of Scottsdale
Library Board
Regular Meeting Minutes**
Wednesday, May 17, 2023, 3:00 p.m.
Mustang Library Book Discussion Room
10101 N. 90th Street
Scottsdale, AZ 85258

PRESENT: Chair Janet Smigielski, Board Members Sam Campana, Natalee Esposito, Shiela Reyman, and Enid Seiden

ABSENT: Vice Chair Freda Hartman

STAFF: Mandy Carrico, Acting Library Director; Managers Melissa Orr and Alicia Brillon, Lee Schnoor, Systems Integration Supervisor, Dr. Mariko Whelan, Library Coordinator, and Anna Anderson, Community Services Management Analyst

Call to Order

Chair Smigielski called the meeting to order at 3:00 p.m.

Roll Call

Members present as listed above.

Public Comment:

There were no public comments.

Minutes – April 19, 2023, Regular Meeting

Chair Smigielski noted the date for the adoption of the tentative budget should be May 16, 2023, instead of May 15, 2023.

BOARD MEMBER SEIDEN MOVED TO APPROVE THE APRIL 19, 2023, LIBRARY BOARD REGULAR MEETING MINUTES AS AMENDED. BOARD MEMBER ESPOSITO SECONDED THE MOTION, WHICH CARRIED BY A VOTE OF FIVE (5) TO ZERO (0). CHAIR SMIGIELSKI, AND BOARD MEMBERS CAMPANA, ESPOSITO, REYMAN AND SEIDEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

REGULAR MEETING AGENDA

1. Patron Comment Report

Mandy Carrico, Acting Library Director, noted this month's comments included many compliments and suggestions. One of the most frequent comments asks if the library card expiration date can be longer than one year. Audit regulations require annual renewal of the library cards to keep records

current. As previously discussed, the library staff are working on setting up a library card auto renewal system that will alleviate this burden on patrons. Other comments from a yellow card submitted at Appaloosa noting amazing service since the pandemic and the wonderfulness of the library shop and can't wait for Arabian to open. The Arabian library shop will be opening this month and Ms. Carrico will send an email to the board members when it is open.

Chair Smigielski noted they generally see positive things, people are happy, and appreciate the services.

2. Old Business

a. Branch Liaison Role

Chair Smigielski explained the branch liaison role was initially developed to provide kind gestures and recognition to staff at the library branches during the holidays, but has since morphed into an opportunity to get to know the branches and listen to concerns. After a lengthy discussion about the assignment, term, and role of the branch liaison, the Board decided the assignments would be for a two-year term. The first assignment and two-year term would begin in February 2024 after the election of Board members. The role of the branch liaison would be to develop a rapport with the branch manager, introduce themselves to staff, and visit the library often. It was noted that the branch liaison role is strictly voluntary. A further discussion regarding recognition around the holidays was tabled.

3. 2023 Summer Reading Program Presentation

Dr. Mariko Whelan, Library Coordinator presented an overview of this year's Summer Reading Program, noting it will run from June 1st to August 1st with a goal for everyone to read 20 minutes per day and finish the program with 1,000 minutes. The program is designed to keep learning fresh and help prevent a summer slide. Last year's total participation was almost double the participation for the previous year. Participant groups range from babies, youth, teens, to adults. Each group has age-appropriate prizes for each point level achieved between 250 - 750. The County provides a free book upon completion of the 1,000 points, along with a prize or an opportunity to win a grand prize. Additional prizes are available across the board upon reaching 750 points, such as a family of four park pass, Phoenix Mercury tickets, Peter Piper Pizza, and Raising Cane's certificates. The County will provide several youth presenters and book discussions throughout the summer. In response to patron comments a variety of youth story times will be available.

Board Members were given an opportunity to ask questions. Dr. Whelan explained staff visit schools and daycares to provide them with information pertaining to the Summer Reading Program. If Board Members want to attend any event to observe they can without registering or buying a ticket.

4. FY 22/23 3rd Quarter Library Usage Statistics Review

Anna Anderson, Community Services Management Analyst presented the 3rd quarter library statistics, noting the following:

- Overall year-to-date (YTD) is up 37.6% compared to the prior YTD.
- Attendance across all branches is at 395,290 YTD or 38% more than the prior YTD
- The digital gate count inclusive of Polaris and Pegasus is down slightly at 400,000 YTD
- Library card holder database is down slightly at 72,345

- Internal usage for all physical circulations within the branches, Wi-Fi usage, and computer usage is up 37%
- Remote usage inclusive of the Library Helpline, database usage, e-Circulation, and Ask A Librarian is at 821,000 YTD or 13.5% higher than the prior YTD
- Total usage includes remote usage and internal usage is at 2,092 for the 3rd quarter
- Total collection includes Freegal and non-Freegal digital materials at almost 1.5 million and physical materials at 367,000
- Total Circulation is up 34.7% compared to the last 12 months
- 509 programs were offered in the 3rd quarter with 10,117 attendees
- Computer usage is at 14,942 and Wi-Fi usage is at 25,040 YTD
- Library Shop revenue is at \$73,771 YTD
- 354 volunteers have worked 7,800 hours YTD, equivalent to five full-time employees

Board Members were given an opportunity to ask questions. Ms. Carrico stated this presentation would be shared with all Board members. With the completion of a major purge of unused library cards the numbers seen are more realistic as to who is using the library, but they will consider the suggestion of making a footnote of how many cards were purged for full transparency. Ms. Brillon explained that Freegal is a music database that is available through the library's website and allows patrons to download five songs per week or stream music for free. Ms. Anderson noted computer usage dropped during COVID because of library closures and socially distancing the equipment. Staff anticipates usage will continue to rise. Ms. Carrico clarified that not all computers at Appaloosa and Arabian were restored as they were not well utilized prior to COVID.

Ms. Orr explained at this time they do not have back stock to support a large book sale. There is a plan to hold an outdoor book sale at Civic Center at the end of year depending on available inventory. They are working with the Friends of the Scottsdale Public Library (FOSPL) for a pilot program where they collect books and host a book sale with all proceeds going to the Scottsdale Libraries. A discussion ensued pertaining to the relationship with the FOSPL, use of funds that are collected, and the pros and cons related to who conducts the sale and the proceeds collected.

5. Director's Report

Mandy Carrico, Acting Library Director, provided the Director's Report highlighting the following:

- The Summer Reading Program will be held from June 1st to August 1st
- A Juneteenth celebration will be held on June 17th at 2:00 p.m. at the Scottsdale Arts Civic Center
- The Hometown Happy Hour will be held on June 28th at 5:30 p.m.
- Additional information related to smaller events can be found in the Scottsdale Life located on the website or available at any of the branches
- Erin Jones has resigned from her position at Civic Center; her position is posted
- Welcome to Javier Mendoza as the new Administrative Assistant
- The tentative budget was scheduled for yesterday, but no update has been received.
- The IGA with Maricopa County Library District as part of the reciprocal borrowing project and for the LAP funds received from them is under review by legal counsel and an update will be provided in June
- The hold-it lockers are scheduled to be delivered by the end of May, the installation date is to be determined and a launch party will be held when they are up and running, to which City Council and the Library Board will be invited
- The implementation of the automatic card renewal is still in process

